

**LEWIS AND CLARK CITY-COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH – PUBLIC HEARING MINUTES
316 N. Park, Room 330, HELENA, MONTANA 59601
March 28, 2013**

Members Present

Susan Epstein, vice-chair
Commissioner Andy Hunthausen
Mayor Anthony Strainer
Kelly Parsley
Jennifer Lowell
Anne Weber

Staff Present

Melanie Reynolds Jan Williams
Jolene Helgerson
Kathy Moore
Gayle Shirley
Frank Preskar
Norman Rostocki
Debb Tillo

Members Absent

Ken Wallace, chair
Mayor Jim Smith
Kent Kultgen

Guests Present

Nate Olson, St. Peter's Hospital
Betsy Burns, EPA
Susan Spalinger

Susan Epstein, vice-chair, called the meeting to order at 1:33 p.m. A quorum was established. Introductions of Board members were made.

REVIEW OF AGENDA

No changes were made.

INTRODUCTION

Melanie Reynolds, Health Officer, introduced Nate Olson, CEO of St. Peter's Hospital. As the new CEO, Mr. Olson wanted the Board to know that his priority is to rebuild the community and hospital staff's trust. Mr. Olson looks forward to working with the Board on the Community Health Improvement Plan and St. Peter's own health assessment plan.

ACTION ITEMS

Hearing Officer Recommendation, Mr. Michael Mayer Variance: Frank Preskar, registered sanitarian with the Environmental Services Division, read the recommendation made by Ken Wallace, hearing officer for the Mr. Michael Mayer variance hearing held on March 13, 2013. Commissioner Hunthausen moved to approve the Findings of Fact and Conclusions of Law for Mr. Mayer. Anne Weber seconded the motion. The motion carried 6-0.

Discussion and consideration of the adoption of the Draft Soil Regulation within the Institutional Control Plan for the East Helena Superfund Site: Kathy Moore, division administrator for Environmental Services Division, highlighted the changes made to the draft soil regulations based on public and board comments. Ms. Epstein asked if there were comments from the public. Betsy Burns, Environmental Protection Agency (EPA) Project Manager, stated that she has reviewed the proposed regulations and looks forward to having the regulations implemented into the Institutional Control Plan. After board member discussion, Kelly Parsley made a motion to adopt the regulations governing soil displacement and disposal in the East Helena Superfund area in Lewis and Clark County. Jennifer Lowell seconded the motion. Ms. Reynolds recommended adding the effective date of June 1, 2013, into the motion. Ms. Parsley made an amendment

to her motion that the regulations will go into effect on June 1, 2013. Ms. Lowell seconded the amended motion. The motion carried 6-0.

HEARING OF DELEGATION

Hearing Officer Recommendation, Ms. Carrie Drinville/Mr. Brian Drinville Variance: Ms. Moore recommended that the Board vice chair open the hearing and continue the hearing until April 25, 2013. Ms. Epstein opened and continued the Drinville variance hearing until the April 25 meeting of the Board of Health.

MINUTES

Ms. Epstein asked if there were any corrections or additions to the February 28, 2013, minutes. There being none, the Board approved the minutes as written.

BOARD MEMBER DISCUSSION

Community Health Improvement Plan: Gayle Shirley, Communications Coordinator, said the community meetings on the Community Health Improvement Plan, or CHIP, have been completed. The CHIP steering committee will now work on a draft plan to bring before the Board at the April meeting.

HEALTH OFFICER REPORT

The United States Department of Agriculture (USDA) will move forward with the funding of the Wolf Creek community wastewater system.

In February, Lewis and Clark County saw more than 30 cases of pertussis. Some of the positive tests have been in people from outlying counties who are coming to Helena for testing.

The Montana Department of Health and Human Services will see some funding cuts due to sequestration and reorganization, one being the Chronic Disease and Prevention fund. Cancer Control and Tobacco Prevention funding will stay the same while Physical Activity and Nutrition funding of \$15,000 may be eliminated.

The Gold and Silver Fork awards will be presented at the May or June board meeting. The Health Department is working on developing a pool award system.

WIC completed a monitoring visit audit and has improved significantly from last year's audit. Some improvements that were recommended were in documentation of nutrition counseling.

Legislative Update:

House Bill 2-Tobacco Prevention has passed the House with full tobacco funding.

The Public Health and Safety Budget will be heard before the Senate Finance and Claims Committee the first week of April.

Title X Family Planning funding has been taken out of the budget by a House subcommittee.

Two Medicaid expansion bills were up for vote. One was killed immediately.

Food safety staff will work with the Legislature during the interim on a proposed study of the cottage food industry, LC 1934, Montana Cottage Foods Act.

BOARD MEMBER DISCUSSION *continued*

Finance Reports: Mr. Rostocki referenced the FY13 comparison to budget and cash flow for July 2012 through February 2013 on page 28 of the board packet. Mr. Rostocki noted that the Department is 66% of the way through its fiscal year. Total revenue to date is \$953,575, or 57% of the amount budgeted; actual expenditures are \$1,027,080, or 60% of the amount budgeted. Revenues are under expenditures by \$75,504; total ending cash is \$541,506. Mr. Rostocki noted a calculation error regarding rent reduction. He will add \$10,566 back into the cash flow.

Ms. Reynolds noted that the FY14 budget timeline will include a draft budget presentation at the March board meeting; Finance Committee meeting the third week of April; full budget presentation to the Board with recommendation to the Board of County Commission (BoCC) at the April board meeting; budget packets due to the BoCC on May 1; and staff presentation of budget to the BoCC on May 29.

Mr. Rostocki presented the FY14 draft health department budget by grant for full-time employee (FTE), total revenue, total expenditures, and personnel (see Attachment "A"). Key areas that were highlighted were the continuation of fixed costs and operating costs; a 2% cost of living adjustment (COLA) for employee salaries; continuation of the 2012 rent allocation due to unknown results of construction; and an estimated increase in tax revenue of 2%.

Board Member Renewal: At the next board strategic planning meeting, Ms. Reynolds will present a board of health survey that was distributed to nine Boards of Health inquiring about their number of board members, how often they meet, who appoints their board of health, etc. During the meeting, the Board will review the current procedure of appointment and will bring any changes to the process before the BoCC. Melanie will send the survey to the Board for review. The positions up for appointment in 2013 are a licensed doctor of medicine practicing in Lewis and Clark County (currently held by Susan Epstein) and a consumer of health services provided by the local Board, with experience in or knowledge of health care, environmental, or human services programs (currently held by Ken Wallace).

There being no public comment, the meeting adjourned at 2:53 p.m.

Susan Epstein, Vice Chair

Melanie Reynolds, Secretary

Action Items from March 28, BOH Meeting

- Ms. Reynolds will email the Board of Health Survey for Board review.